

ADVERTISEMENT FOR BIDS

Building Mechanical Systems Maintenance & Services Contract

BID OPENING – Sealed bids will be received at the Office of the Purchasing & Inventory Control Manager, Two East Main Street, St. Charles, Illinois, **no later than**, May 9, 2016, at 2:00 PM. Bids will be opened publicly and read aloud in the Council Chambers, 2 E. Main Street, at 2:00 p.m., Monday, May 9, 2016.

General Information

The City of St. Charles will accept sealed bids for a 24 month HVAC maintenance contract, with three (3) optional one (1) year extensions for service work at the City's various facilities. The intent of this bid is to obtain the services of a qualified contractor, having experience in the preventive maintenance and repair of commercial and industrial plumbing, heating and air conditioning systems. The contractor will be capable of providing the full spectrum of services consisting of maintenance, repair, and replacement of the heating, ventilating, air conditioning systems, subsystems, and components normally considered as part of an HVAC system, and required for the proper functioning of that system according to standard industry practices and usage. The contractor shall also be capable of providing maintenance, repair and replacement of all vent piping, water heaters, and drinking fountains.

MANDATORY PREBID MEETING – A mandatory pre-bid meeting will be held on **Wednesday, April 27, 2016, at 8:00 a.m.**, beginning at the St. Charles Public Works offices, located at 200 Devereaux Way, St. Charles, IL 60174.

Bids are available via the City Website. Alternatively, specifications and bidder information may be obtained at the Office of the Purchasing & Inventory Control Division Manager, City of St. Charles, 200 Devereaux Way, St. Charles, Illinois.

All sealed envelopes must be clearly marked for which proposal they pertain to.

CITY OF ST. CHARLES

Michael W. Shortall

Inventory Control & Purchasing Manager